

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROP. FY
OSS Group, Inc.	NAS5- 99124 TASK NO. 217 AMENDMENT	562-259-20-23-89	00

TASK TITLE: (NTE 80 characters; include Project name)

VCL Parts Services

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)

Scott Hull	DATE 2/22/00	ORG CODE 562	MAIL CODE 562	PHONE 301-286-4157
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BRANCH HEAD	DATE	CODE	PHONE
Darryl Lakins	2/22/00	562	301-286-6382

CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)	DATE	CODE	PHONE
Robert Lehair	2/23/00	560.0	301-286-6588

FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)	CONTRACTING OFFICER'S QUALITY REP.	DESIGNATED FAM:
[X] NO [] YES	Larry Moore	Ron Kolecki

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reqs and Certs.	(To be completed by Contracting Officer) C.O. Requested Quote on: Date: FEB 25 2000
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Contractor will develop specification or statement of work under this task for a future procurement.	[X] NO [] YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.	[] NO [] YES [X] N/A
Government Furnished Property/Facilities:	[X] NO [] YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:	[] NO [X] YES If yes: [X] TOTAL [] PARTIAL If partial, indicate onsite work in SOW by asterisk (*)

Surveillance Plan Attached:	[X] NO [] YES
Highlighted Contract Clauses:	(to be completed by Contracting Officer)

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be MARCH 1, 2000.

INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	<input checked="" type="checkbox"/> No. 1	No. 2	No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 46,929 .

The target fee of this task order is \$ 3,045 .

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 49,974 .

The maximum fee is \$ 4,451 .

The minimum fee is \$0.

AUTHORIZED SIGNATURE:

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

SIGNATURE OF CONTRACTING OFFICER DATE 3/30/00

ELIZABETH J. AUSTIN
CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE:

AUTHORIZED SIGNATURE

DATE

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QSS Group, Inc.	NAS5- 99124	217	

Applicable paragraphs from contract Statement of Work: Function 4F

STATEMENT OF WORK: (Continue on blank paper if additional space is required)*(This is a follow-on to Task 63 under this contract. Anticipated start date is 3/1/00.)*

Provide parts engineering services for the VCL program including:

1. Review and provide inputs to program documents which speak to EEE and photonic parts and packaging hardware quality and reliability requirements.
2. Work with design engineers and scientists regarding planned parts usage and identify parts lists
3. Attend subsystem and related meetings to provide input regarding design, schedule or cost impacts on the parts program.
4. Provide parts list reviews in accordance with Code 562 guidelines as parts lists become available (this to include GIDEP alert search).
5. Provide technical services for procurement documentation for EEE and photonic parts where applicable.
6. Attend parts Branch meetings to status and share information on the project parts program.
7. Maintain controlled parts list electronically
8. Coordinate any procurement, screening, qualification, or failure analysis activities performed at GSFC in support of VCL.

PERFORMANCE SPECIFICATIONS:

Parts Control Board convened as applicable.

Controlled parts lists maintained electronically using Microsoft Access.

Upload of controlled parts lists to GSFC EPIMS system for automated GIDEP reporting, as required by new submissions or significant changes.

Weekly status reports delivered to Code 300 SAM, Ron Kolecki, as necessary to highlight major parts issues.

Visits to the project office area to speak with designers and/or managers about parts issues a minimum of twice per week.

APPLICABLE DOCUMENTS:

GPG 8700.1, Design Planning and Interface Management

GPG 8700.2, Design Development

500-PG-8700.2.2, Electronics Design and Development Guidelines

TASK END DATE: 9/30/00**MILESTONES/DELIVERABLES AND DATES:**

Technical Progress Report, Monthly, 15th day of the month

Initial parts lists submitted for entry into EPIMS within 60 days after controlled lists received and approved.

Weekly status reports to Code 300 SAM, as required.

PERFORMANCE STANDARDS:**Schedule:** On-time delivery/completion of the above deliverables/milestones**Technical:** ATR's acceptance of the above**FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):**

Scott Hull, building 6, room S14